

# Manchester & Cheshire Construction Ltd. – Existing Front Door Restoration Method Statement

|                                                         |                    |                           |  |
|---------------------------------------------------------|--------------------|---------------------------|--|
| <b>PROJECT: Westwood Cottages</b>                       |                    | <b>Contract No: J1639</b> |  |
| <b>Description of work:</b>                             | <b>As Above</b>    |                           |  |
| <b>Author of this document: Karl McDonald</b>           | <b>Checked By:</b> | <b>Date: 10/11/20</b>     |  |
| <b>Issued to: MC Construction Operatives</b>            | <b>Ref:</b>        | <b>Date:</b>              |  |
| <b>Relevant attached risk assessments (with refs.):</b> |                    |                           |  |
|                                                         |                    |                           |  |
|                                                         |                    |                           |  |
|                                                         |                    |                           |  |

|                                         |  |
|-----------------------------------------|--|
| Work commences on                       |  |
| Areas to be worked in                   |  |
| Duration of work (actual or estimated)  |  |
| Number of workers (actual or estimated) |  |

|                                                                                   |                                                                                   |                                                                                   |                                                                                   |                                                                                   |                                                                                   |                                                                                     |              |                                                                                     |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------|-------------------------------------------------------------------------------------|
|  |  |  |  |  |  |  | Insert here  |  |
| <b>Head</b><br>(EN 397)                                                           | <b>Foot</b><br>(BS EN 345-1)                                                      | <b>Hi-Viz Vest</b>                                                                | <b>Hand</b><br>(BS EN 388)                                                        | <b>Eye</b><br>(EN166)                                                             | <b>Hearing</b><br>(EN 352-1)                                                      | <b>Fall Arrest</b>                                                                  | <b>Other</b> | <b>First aider name/contact details</b>                                             |
| <b>YES</b>                                                                        | <b>YES</b>                                                                        | <b>YES</b>                                                                        | <b>YES</b>                                                                        |                                                                                   |                                                                                   |                                                                                     |              |                                                                                     |

| RISK CONTROL MEASURES AND PROCEDURES FOR IDENTIFIED HAZARDS                |                                                      |
|----------------------------------------------------------------------------|------------------------------------------------------|
| Emergency contact details                                                  | <b>Luke McLoughlin</b>                               |
| Specialist training required (PASMA etc). Include who needs this training. | <b>All Operatives Advanced craft award qualified</b> |

## Description of safe method of work

**Prior to commencing works on the existing doors the operatives involved will attend a de-brief and toolbox talk delivered by the Site Manger reiterating the importance of compliance with the below methodology sequence.**

- 1- Area to be cleaned and adequate space afforded to carry out the task in hand.
- 2- Barriers will be installed to prevent unauthorized access to the work area.
- 3- The sitex temporary security screen will be removed.
- 4- The existing front door will be collected from the area stored onsite and transported to the work area via manual handling with two operatives
- 5- The door is to be placed on work benches adjacent to the door frame
- 6- The door is to be prepared for rehanging by being cleaned down with a damp cloth to remove any residue and checked for any protrusions or defects
- 7- The frame is to be cleaned down also and checked for any obstructions that could impede the door sitting flush within the existing frame
- 8- Any defects noticed need to be repaired via splice detail using timber of the same species or resin repair to a defect less that 2" in diameter
- 9- The door is then to be offered into position ensuring the existing hinge and latch cutouts are aligned.
- 10- Once confirmed the apertures aligned the door is to be swing using stainless steel hinge strews into the existing holes
- 11- The door is to be checked that it swings freely and the margin around the perimeter into the frame is equal, if the door is catching at any point it will be eased in using a Jack Plane
- 12- Any area of the door that has exposed the original timber will be treated and sealed with oil-based paint

|                        |             |                      |             |
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- 13- All the existing ironmongery will be removed from the door using pozi head and flat screw drivers, the ironmongery will be cleaned down with a neutral solution and be reinstated.
- 14- Any ironmongery that is missing/ defective/ not original will be replace for replica ironmongery reflecting the age and style of the building, in this instance black Victorian style.
- 15- Prior to any decoration works being undertaken, a paint sample will be taken by a specialist company to determine the level of paint build up and colour scheme, if the results require the paint to be stripped this will be carried out using a peel away system to ensure the glue isn't affected that is holding together the ledged and brace construction.
- 16- The door will be decorated with an oil based primer, undercoat and gloss

|                                                                |                          |                                                    |  |                                     |  |
|----------------------------------------------------------------|--------------------------|----------------------------------------------------|--|-------------------------------------|--|
| Tools/plant to be used:                                        |                          |                                                    |  |                                     |  |
| Have all tools/equipment been tested/inspected as safe to use? |                          |                                                    |  |                                     |  |
| Are 'Permits To Work' required (for high hazard work)?         |                          | Identify permit type:                              |  | Person responsible for this permit: |  |
| Are hazardous materials to be used?                            |                          | Are COSHH/ risk assessments/data sheets available? |  |                                     |  |
| Will the work create harmful noise?                            |                          | If yes, what tools/plant will be used?             |  |                                     |  |
| Noise categories:                                              | Select from here (click) |                                                    |  |                                     |  |
| Control measures:                                              |                          |                                                    |  |                                     |  |

*(Attach sketches/drawings/photos here as appropriate)*

## SAFETY METHOD STATEMENT BRIEFING REGISTER

*"I understand and will agree to adhere to the contents of this method statement and the associated risk assessments. I have also seen the site-specific method statement which details the necessary site-specific safety arrangements"*

| <b>Name (Print)</b> | <b>Trade / Company</b> | <b>Signature</b> | <b>Date</b> |
|---------------------|------------------------|------------------|-------------|
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I have briefed the above operatives on:

| <b>Safety Method Statement Reference:</b> | <b>Safety Method Statement Title:</b> |
|-------------------------------------------|---------------------------------------|
|                                           |                                       |

|                                  |                                    |
|----------------------------------|------------------------------------|
| Name: _____<br><br>Signed: _____ | Position: _____<br><br>Date: _____ |
|----------------------------------|------------------------------------|

A copy of this form must be attached to the Safety Method Statement.